

COMMITTEE OF THE WHOLE - JUNE 16, 2008

SCHOOL CROSSING GUARD ANNUAL LOCATION REVIEW

Recommendation

The Commissioner of Engineering and Public Works, the Commissioner of Legal and Administrative Services, the Director of Human Resources and the Director of Engineering Services recommend:

That the existing crossing guard for Kleinburg Public School be suspended for the duration of the re-construction of the school, currently anticipated to reopen September 2009.

Economic Impact

The cost to maintain crossing guards, the crossing guard signs and markings at all school crossings will have an impact on future year Operating Budgets.

Communication Plan

The extract related to this report will be provided to both School Boards in York Region.

Purpose

To provide the results of the recent review of crossing guard locations in accordance with City Policy. The 25 locations were randomly chosen.

Background - Analysis and Options

At its meeting on June 27, 2005 Council approved;

“That an annual program be established to conduct a review of 25 pre-selected school crossing guard locations in the field to determine the appropriateness of the crossing location for the subsequent school year.”

The current annualized cost of one crossing guard is \$11,615. There are presently 89 guards approved within the budget complement for the School Crossing Guards Program in 2008.

Engineering Services and Human Resources staff met with the York Region District School Board in February 2008 to discuss various concerns regarding school crossing guards and to inform them of the planned 25 guard locations to be studied for this report. York Region Catholic School Board did not attend this meeting.

During the meeting staff was advised that, the Kleinburg Public School will be demolished and rebuilt. The anticipated date for the school to be re-opened is September 2009. There is a crossing guard at this location.

Engineering Services staff have undertaken reviews of the school crossing guard locations that may potentially be relocated/eliminated and/or the opportunity to cross more than one leg of an intersection. Schools were surveyed during the morning and afternoon arrival/departure times. Where possible, crossing studies were undertaken during normal weather conditions (i.e., surveys were not undertaken during heavy rain and snowfall days). The studies were conducted between March 17, 2008 and May 26, 2008. In addition, staff attempted to survey schools on Tuesdays, Wednesdays or Thursdays, and accounted for specific holidays.

During the investigations, staff observed and recorded the following details:

- Number of students using the crossing;
- Vehicular operations including parent drop off/pick-up activities;
- Crossing guard activities; and
- Type of traffic control, where applicable.

Of the 25 school crossing guard locations reviewed in the City of Vaughan, 2 are at signalized intersections, 16 are at intersections under an all-way stop control, 1 is at a pedestrian signal, 2 are in front of the school and 4 are at intersections with only the side street under stop control. Staff conducted a pedestrian study at each guard location and the results are indicated in the chart on Attachment No. 1. As part of the review, staff requested from the respective School Board, the number of registered children that may use that particular crossing location. This information is also provided in the chart.

Review of the 25 Pre-Selected Crossing Guard Locations

A brief summary is provided from the pedestrian studies:

1. There were no problems with the use of the guard and/or vehicle/pedestrian conflicts noted; however, there were concerns noted regarding traffic congestion and parking near the school and/or the guard location. The locations have been reported to Enforcement Services staff
2. No locations have the required pavement markings to permit "L" type crossing as per the Council approved policy. However, at 3 locations, the crossing guards were performing these "L type" crossing. This matter will be reviewed with the School Crossing Guard Committee to determine whether additional pavement marking is required or some other action is necessary to ensure adequate and safe crossings.
3. As shown in the accompanying chart (Attachment No. 1) and listed below the schools where the number of counted children that do not fulfill the minimum number of 50 children during the school time periods are:
 - Associated Hebrew School
 - Immaculate Conception School
 - Our Lady of Peace
 - San Marco Separate School (2 locations)
 - St Catherine of Sienna
 - St Clare Catholic School
 - St Clements Separate School
 - St Margaret Mary
 - Vellore Woods Public School

At their meeting of June 25, 2007, Council approved criteria for placement of a school crossing guard at new schools.

Please refer to Attachment No. 2 Procedure for New Schools City Criteria for Placement of a School Crossing Guard.

New Schools Fall 2008

There are 2 new schools scheduled to open for 2008/2009. These are Herbert H. Carnegie Public School located on Via Romano Boulevard and Dr. Roberta Bondar Public School located on Peter Rupert Avenue.

In accordance with the approved 'Procedure for NEW Schools', Engineering Services staff will schedule a review for both schools in the Fall 2008, to determine if the warrant is met. If a crossing guard is required according to the City's Criteria, then a report will be brought forward to a future Committee of the Whole meeting.

School Crossing Guard Committee

This report indicates 10 locations that do not fulfill the minimum requirement of 50 children during the school time periods and as per Council approval in June 2007, the School Crossing Guard Committee will review these locations. Due to the upcoming summer months, the school crossing guard committee will be convened in the Fall 2008 to discuss the findings of the attached study.

Relationship to Vaughan Vision 2020

In consideration of the strategic priorities related to Vaughan Vision 2020, the recommendations of this report will assist in:

- Pursue Excellence in Service Delivery;
- Enhance and Ensure Community Safety, Health & Wellness; and
- Lead and Promote Environmental Sustainability

This report is consistent with the priorities previously set by Council.

Regional Implications

Not Applicable.

Conclusion

Staff undertook a review of 25 crossing guard locations between the weeks of March 17, 2008 and May 26, 2008. Engineering Services staff was informed by the York Region District School Board that two new schools will be opened for September 2008. Studies will be conducted in the Fall 2008 for the two new schools. Should the study indicate that a crossing guard is warranted a report will be brought forward to a future Committee of the Whole meeting.

Any recommendations with respect to the locations currently not meeting warrant will be forwarded by the School Crossing Guard Committee.

Attachments

1. 2008 Crossing Guard Review
2. Council Extract, Item 3, Report 32, Committee of the Whole June 25, 2007

Report prepared by:

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Respectfully submitted,

Bill Robinson, P. Eng.
Commissioner of Engineering and Public Works

Debbie Korolnek, P. Eng.
Director of Engineering Services

Janice Atwood-Petkovski
Commissioner of Legal and Administrative Services

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ATTACHMENT NO. 1

City of Vaughan 2008 Crossing Guard Reviews				
<u>School</u>	<u>Crossing Guard Location</u>	<u># of Children Crossing</u>	<u># of Registered Children</u>	<u>Date of Study</u>
Associated Hebrew School	1. Atkinson Ave and Edmund Seager Dr/Rosedale Heights Dr, (north side)	AM - 1 children PM - 2 children	n/a	April 9, 2008
Blue Willow Public School	2. Blue Willow Dr and Wildfire Rd, (east side)	AM - 33 children PM - 36 children	767	April 4, 2008
Brownridge Public School	3. Brownridge Dr and Thornway Ave, (east side)	AM - 37 children PM - 24 children	298	April 16, 2008
Discovery Public School	4. Discovery Trail and Tierra Ave, (west side)	AM - 56 children PM - 72 children	583	April 14, 2008
Father John Kelly	5. Keele St and Dina Rd, (north side)	AM - 27 children PM - 45 children	n/a	April 16, 2008
Glen Shields Public School	6. Glen Shields Ave and Cog Hill Dr, (east side)	AM - 36 children PM - 25 children	376	April 25, 2008
Immaculate Conception School	7. Aberdeen Ave and Cloverleaf Cres, (north side)	AM - 12 children PM - 6 children	159	April 23, 2008
Kleinburg Public School	8. Islington Ave, in front of the school	AM - 28 children PM - 33 children	339	April 24, 2008
Lorra Jackson Public School	9. Napa Valley Ave and Sunset Ridge, (west side)	AM - 43 children PM - 60 children	267	May 28, 2008
Mackenzie Glen Public School	10. Melville Ave and Maple Meadows Ln, (east side)	AM - 79 children PM - 65 children	570	April 30, 2008
Maple Creek Public School	11. Melville Ave, at the Maple Creek Park walkway	AM - 62 children PM - 81 children	629	May 2, 2008
Michael Cranmy Public School	12. Melville Ave and Carron Ave, (south side)	AM - 101 children PM - 78 children	242	May 1, 2008
Our Lady of Peace	13. Barnhill Rd and Ridgfield Cres/School's south access	AM - 19 children PM - 11 children	n/a	May 7, 2008
San Marco Separate School	14. Morning Star Dr and Coronation St, (west side)	AM - 12 children PM - 9 children	250	May 13, 2008
	15. Martin Grove Rd and Morning Star Dr, (south side)	AM - 8 children PM - 12 children		May 13, 2008

City of Vaughan 2008 Crossing Guard Reviews				
School	Crossing Guard Location	# of Children Crossing	# of Registered Children	Date of Study
St. Anges of Assisi	16. LaRocca Ave and Comoq Ave, (west side)	AM - 78 children PM - 43 children	420	May 7, 2008 AM May 13, 2008 PM
St. Catherine of Sienna	17. Tall Grass Trail and Timber Ln, (north side)	AM - 15 children PM - 13 children	n/a	May 14, 2008
St. Clare Catholic School	18. Veimar Dr. and Santa Barbara Pl, (east side)	AM - 11 children PM - 7 children	202	May 15, 2008
St. Clements Separate School	19. Martin Grove Rd and Bainbridge Ave/Claudia Ave, (north side)	AM - 17 children PM - 20 children	138	May 14, 2008 AM May 20, 2008 PM
St. Emily Catholic School	20. Comdell Blvd and Plover Heights, (east side)	AM - 21 children PM - 35 children	151	May 27, 2008
St. Francis of Assisi	21. Aberdeen Ave, in front of the school	AM - 33 children PM - 51 children	151	May 16, 2008
St. Margaret Mary	22. Firglen Ridge and Margaret Mary Rd, (north side)	AM - 9 children PM - 16 children	181	May 27, 2008
St. Stephan Catholic School	23. Forest Fountain Dr and Napa Valley Ave, (north side)	AM - 31 children PM - 18 children	336	AM May 21, 2008 PM May 27, 2008
Vellore Woods Public School	24. Starling Blvd and Fox Hound Cres, (north side)	AM - 17 children PM - 17 children	505	May 22, 2008
York Hill Public School	25. Hilda Ave and Jonathan Gt, (south side)	AM - 61 children PM - 78 children	371	May 23, 2008

Note: The schools that are hilited do not meet the minimum requirement of 50 children during the school time periods.

ATTACHMENT NO. 2

CITY OF VAUGHAN

EXTRACT FROM COUNCIL MEETING MINUTES OF JUNE 25, 2007

Item 3, Report No. 32, of the Committee of the Whole (Working Session), which was adopted without amendment by the Council of the City of Vaughan on June 25, 2007.

3 **SCHOOL CROSSING GUARD ANNUAL LOCATION REVIEW**

The Committee of the Whole (Working Session) recommends:

- 1) That Clauses 1, 2, 3 and 5 of the recommendation contained in the following report of the Commissioner of Engineering and Public Works, the Commissioner of Legal and Administrative Services, the Director of Human Resources and the Director of Engineering Services, dated June 12, 2007, be approved; and
- 2) That the need for a crossing guard for St. Veronica Catholic Elementary School be reviewed in the Fall 2007, and a crossing guard be implemented in January 2008 should it meet the warranted criteria.

Recommendation

The Commissioner of Engineering and Public Works, the Commissioner of Legal and Administrative Services, the Director of Human Resources and the Director of Engineering Services recommend:

1. That this report be received for information;
2. That the Proposed 'Procedures for NEW Schools – June 25, 2007' be approved;
3. That the REVISED 'City Guidelines/Criteria for Placement of a School Crossing Guard – June 25, 2007', be approved;
4. That the need for a crossing guard for St. Veronica Catholic Elementary School be reviewed in the Fall 2007;
5. That a Committee comprising appropriate staff from the City, the affected School Board, the School Principal, the Local Councillor and the School Trustee be established to review school crossing locations that from the annual staff review have low usage to consider the need for the crossing guard service.

Economic Impact

The school crossing guard at St. Veronica Elementary School will not have an impact to the 2007 Operating Budget. There will be an impact for each of the existing 82 crossing guards in the 2008 Operating Budget.

Communication Plan

Engineering Services staff met with the York Region District School Board in February 2007 to discuss various concerns regarding school crossing guards and to inform them of the planned 25 guard locations to be studied for this report. York Region Catholic School Board did not attend this meeting. Engineering Services staff will contact both school boards on Council direction of this report.

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Purpose

To provide an annual review of 25 school crossing guard locations to determine the appropriateness of the crossing location and that it maintains an appropriate level of service. Also, to provide a report to Council with regard to the replacement of crossing guards due to absences.

This report will also address:

- A proposed procedure for NEW Schools
- A revised criteria for placing school crossing guards
- A specific approach for those new schools opening in Fall, 2007
- A means of addressing a current deficiency at an existing school

Background - Analysis and Options

At its meeting on June 27, 2005 Council approved;

“That an annual program be established to conduct a review of 25 pre-selected school crossing guard locations in the field to determine the appropriateness of the crossing location for the subsequent school year.”

The current annualized cost of one crossing guard is \$9,420. There are presently 82 guards approved within budget complement for the School Crossing Guards Program in 2007.

Engineering staff have undertaken further reviews of school crossing guard locations that may potentially be relocated/eliminated and/or the opportunity to cross more than one leg of an intersection. Schools were surveyed during the morning and afternoon arrival/departure times. Where possible, crossing studies were undertaken during normal weather conditions (i.e., surveys were not undertaken during heavy rain and snowfall days). In addition, staff attempted to survey schools on Tuesdays, Wednesdays or Thursdays, and accounted for specific holidays.

During the investigations, staff observed and recorded the following details:

- Number of students using the crossing;
- Vehicular operations including parent drop off/pick-up activities;
- Crossing guard activities; and
- Type of traffic control, where applicable.

Of the 25 school crossing guard locations reviewed in the City of Vaughan, 5 are at signalized intersections, 14 are at intersections under an all-way stop control, 2 are at a pedestrian signal, 1 is at an intersection with a traffic circle and 3 are at an intersections with only the side street under stop control. Staff conducted a pedestrian study at each location and the results are indicated in the chart on Attachment No. 1. As part of the review, staff requested from the respective School Board, the number of registered children that may use that particular crossing location. This information is also provided in the chart.

Review of the 25 Pre-Selected Crossing Guard Locations

A brief summary is provided from the pedestrian studies:

1. Generally, there were no problems with the use of the guard and/or vehicle/pedestrian conflicts noted.
2. There were concerns noted regarding traffic congestion near the school and/or the guard location. Engineering staff will follow up with these in the Fall 2007.

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3. As shown in the accompanying chart (Attachment No. 1), the number of counted children compared to the registered number of children that may use a particular guard location is relatively low.

There are 3 locations that had a very low presence of children crossing activity:

- Clark Ave/York Hill Blvd (total children 4), Eltz Chaim Elementary School, existing traffic signal for assistance.
- Clarence St/Woburn Ave (total children 4), Our Lady of Fatima, existing all-way stop for assistance.
- Clark Ave/Hilda Ave (total children 6), York Hill Public School, existing traffic signal for assistance.

There are 16 other locations that do not fulfill the minimum number of 50 students crossing during the time periods as per the approved guidelines.

Proposed Procedure for New Schools

Over the years, Engineering Services staff would be advised when a new school would open either by the School Board or by means of their website or written notification from staff. Traffic Engineering would request from Board staff the catchment area of registered children, specifically broken down into quadrants. This 'theoretical' number, along with a site visit to the school area would determine the most appropriate location(s) for a crossing guard. A recommendation would be provided for Council approval and when approved, the required signs/markings and notification would be completed. Human Resources Department would secure a crossing guard and arrange for appropriate training and deployment. Staff would revisit the approved locations during the initial school year with a pedestrian study to determine the 'actual' number of children crossing and that the location(s) is still then most suitable. With this approach, double the time staff is required to be on site to confirm crossing location.

Engineering Services is proposing a new procedure for establishing a crossing guard at a NEW school as noted below:

Procedure for NEW Schools – June 25, 2007

1. The City of Vaughan's Engineering Services Department and Human Resources Department must be advised in writing of any new school by the appropriate School Board.
2. Once confirmation is received, Engineering Services staff will respond in writing on the timeline for the required studies.
3. Engineering Services staff will request from the particular School Board the catchment area of the registered children for the subject school.
4. After the completion of the traffic studies and comparison to the catchment area information, Engineering Services staff will prepare a report to Council on the implementation of a crossing guard, if it meets the Approved City Guidelines/Criteria for Placement of a School Crossing Guard. If the collected information does not meet the criteria, then the particular School Board will be advised in writing on the outcome of our findings.
5. On all correspondences, the Local Councillor and Human Resources Department will be copied on the outcome of the study findings.

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Revised City Criteria for Placement of a School Crossing Guard– June 25, 2007

A school crossing guard will be implemented when the following criteria are met:

1. At an uncontrolled intersection or mid-block crossing where the daily traffic volume on a local roadway exceeds 1,000 vehicles, which there are 50 or more (unassisted) school children crossing during the peak school time periods.
2. At an uncontrolled intersection or mid-block crossing where the daily traffic volume on a local feeder roadway exceeds 3,000 vehicles, which there are 50 or more (unassisted) school children crossing during the peak school time period.
3. At an uncontrolled intersection or mid-block crossing where the daily traffic volume on a collector roadway exceeds 8,000 vehicles, which there are 50 or more (unassisted) school children crossing during the peak school time periods.
4. At a side street only where the peak traffic volume rate exceeds 120 vehicles/hour.
5. At a location where the minimum sight distance is below 65 metres.
6. At an existing all-way stop controlled intersection where the total traffic volume exceeds 350 vehicles for local and feeder intersections.
7. At an existing all-way stop controlled intersection where the total traffic volume exceeds 500 vehicles for collector intersections.
8. At an existing traffic signalized intersection where the peak hour number of school children exceeds 50.
9. At a location where the operating speed for the street exceeds the existing speed limit by 10 km/h.

In addition, the following Guidelines shall be maintained in managing the School Crossing Guard Program:

10. That a school crossing guard be allowed to cross children on more than one leg of an intersection in an "L" type (adjacent) crossing configuration, only where required signage/pavement markings are in place.
11. That an annual review of 25 pre-selected school crossing guard locations in the field to determine the appropriateness of the crossing location for the subsequent school year.
12. That Engineering Services staff and Human Resources staff meet with the School Boards annually, in February of each year, to discuss school crossing guard matters.

New Schools Fall 2007

Teston Village Public School

The new Teston Village Public School is located on Murray Farm Lane and is scheduled to be opened for the 2007/2008 school year. Staff received the school's boundary map from the York Region District School Board to assist with the possible location of a guard. (Refer to Attachment No.2).

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In accordance with the proposed 'Procedure for NEW Schools', the York Region District School Board will be informed to follow this procedure and Engineering Services staff will schedule a review in the Fall 2007, with a crossing guard recommendation report to follow.

Carrville Mills Public School

The new Carrville Mills Public School is located on Apple Blossom Drive between Pleasant Ridge Drive and Thornhill Woods Drive and is scheduled to be opened for the 2007/2008 school year. (The area is shown in Attachment No. 4). Staff received the school's boundary map from York Region District School Board to assist with the possible location of a guard. (Refer to Attachment No. 3).

In accordance with the proposed 'Procedure for NEW Schools', the York Region District School Board will be informed to follow this procedure and Engineering Services staff will schedule a review in the Fall 2007, with a crossing guard recommendation report to follow.

St. Veronica Catholic Elementary School

St. Veronica Catholic Elementary School is located on the southwest corner of Maria Antonia Road and Fossil Hill Road. The crossing guard is proposed on the south side of the intersection of Fossil Hill Road and Maria Antonia Road. The area is shown in Attachment No. 4.

This matter was originally recommended for approval and subsequently referred to the Council/School Board Liaison Committee at the June 26, 2006 Council meeting. The intent was to transfer the existing guard from Melville Avenue and Cunningham Drive to this location for St. Veronica Catholic Elementary School. (Refer to Attachment No. 5). The guard at Melville Avenue and Cunningham Drive will now remain as per approval by Council approval at their meeting of May 7, 2007.

A field study was conducted in November, 2006 at the intersection of Fossil Hill Road and Maria Antonia Road to determine the number of children crossing. The results were as follows:

North Side	17 children
South Side	9 children
East Side	17 children
West Side	38 children

The above counts do not specifically meet the warrants, however, they do indicate the potential for a guard location to become warranted. It is recommended that a further study be conducted on this location and a further report be prepared in the Fall 2007 for consideration by Committee of the Whole.

School Crossing Guard Committee

In the past, City staff have submitted recommendations for the removal/relocation of school crossing guards where the warrants were not met. These recommendations have met significant resistance due to the emotional reaction of those affected by the proposed removal. In order to ensure that all aspects of any proposed revisions to school crossing guards are fully considered, it is recommended that when a field study shows low crossing guard usage, a Committee comprising staff from the City, the School Board the Local Councillor, the School Trustee and School Principal be convened to make observations and recommendations. In this way, if a guard is recommended for removal or relocation, the affected community will have been consulted and provided with opportunities for discussion and consideration of all concerns.

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EXTRACT FROM COUNCIL MEETING MINUTES OF JUNE 25, 2007

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Relationship to Vaughan Vision 2007

This traffic study is consistent with Vaughan Vision 2007 which seeks to improve community safety through design, prevention, enforcement and education (1.1) through the review of the level of enforcement, compliance and monitoring of regulations relating to public safety (1.1.6).

Regional Implications

Not Applicable.

Conclusion

This report is consistent with the priorities previously set by Council. Staff reviewed the City Guidelines/Criteria for Placement of a School Crossing Guard.

Attachments

1. 2007 Crossing Guard Review List
2. Teston Village School Boundary Map
3. Carrville Mills School Boundary Map
4. St. Veronica Catholic Elementary School Location Map
5. Council Extract, Item 26, Report No. 37, Committee of the Whole, June 26, 2006

Report prepared by:

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MD:mc

(A copy of the attachments referred to in the foregoing have been forwarded to each Member of Council and a copy thereof is also on file in the office of the City Clerk.)

